

Iselin District #11
Board of Fire Commissioners
December 14, 2022
Minutes

In accordance with the Public Open Meeting Act, all provisions have been met by our annual announcement in The Star Ledger.

The meeting was called to order by Commissioner Steve Freeman on December 14, 2022, at 7:00 p.m. Roll call was taken. Commissioners in attendance: Freeman, Lisoski, Sandklev and Smith. Also in attendance were Chief Ryan Malheiro and Fire Official Helge Nordveit.

A motion was made by Commissioner Sandklev to approve the minutes from the November 9, 2022, meeting. The motion was seconded by Commissioner Smith.

Chief's Report

Chief Ryan Malheiro provided the monthly report to the Board.

Report Items:

1. One volunteer in pipeline.
2. One member low on percentages last month and one currently low for this month.
3. Santa to be driven around town this Saturday.

Action Items:

None

Fire Official's Report

Fire Official Nordveit provided his monthly report to the Board.

Report Items:

1. Statistics: a total of 3 Life Hazard and 33 Non-Life Hazard Inspections were performed (Breakdown: #1 – 36).
2. Fire Prevention materials are in stock.
3. Vehicles are running well. Fire Official will use the other vehicle occasionally.

Action Items:

None

Bills

Motion made by Commissioner Sandklev to pay all bills; seconded by Commissioner Smith. All Commissioners in favor.

Communications

1. Letter from Kevin Byington resigning as an active member as of December 31, 2022.

Alarms & Pagers

Steve Freeman provided the monthly report to the Board.

Report Items:

1. Steve to work with ADT for the fire alarm upgrade.

House Report

Steve Freeman provided the monthly report to the Board.

Report Items:

1. Quote received for installation of House 2 generator from Foley Power Systems.
2. Urinal at House 2 has been repaired.
3. Oil changed in air compressor at House 2; due to be done at Headquarters too.

Action Items:

None

Joint Board

Steve Freeman provided the monthly report to the Board.

Report Items:

None

Action Items:

None

Fire Prevention

Helge Nordveit provided the monthly report to the Board.

Report Items:

1. Roy asked about having a Spring Open House for Fire Prevention. To be considered.

Action Items:

None

Truck Report

Scott Smith provided the monthly report to the Board.

Report Items:

1. All running well.
2. Work on Chief's vehicle (oil change)
3. Discharge on 1 – List to gone over with Fire & Safety.

Action Items:

None

Unfinished Business

None

New Business

1. The following Resolutions were adopted:
 - a. Resolution 12-1-22: Adoption of Mutual Service Agreement with Iselin Chemical Hook & Ladder Volunteer Fire Company, Inc.
 - b. 2023 Fire Budget Resolution
 - c. Resolutions 12-22-03: Resolution to Award a contract under the Education Services Commission of New Jersey Co-op Agreement with Foley Power Systems.

1. Cash Balance as of December 14, 2022 - \$1,391,028.63; Disbursements - \$74,378.77

Meeting adjourned - 7:13 pm

RESOLUTION 12-1-22

At a meeting of the Board of Fire Commissioners, Fire District No.11-Iselin, held on Wednesday, December 14, 2022, the following resolution was unanimously adopted:

BE IT RESOLVED, that the Board of Fire Commissioners, Fire District No.11-Iselin enter into a Mutual Service Agreement with the Iselin Chemical Hook & Ladder Volunteer Fire Co., Inc., effective January 1, 2023, to provide for fire suppression and related services for the term of one (1) year commencing January 1, 2023, and terminating December 31, 2023 for the sum of Four Hundred Eighty Seven Thousand Three Hundred Fifty Dollars (\$487,350.00).

BE IT FURTHER RESOLVED, that the President and Secretary of the Board of Fire Commissioners, Fire District No. 11-Iselin be and they are hereby empowered to enter into, execute, affix the corporate seal, and deliver any and all documents necessary to carry out the intention of this resolution.

One hundred twenty-three thousand four hundred

Dated: December 14, 2022

A handwritten signature in dark ink, appearing to read "Thomas J. Karlin", written over a horizontal line.

Thomas Karlin
Clerk of the Board

MUTUAL SERVICE AGREEMENT for 2023

THIS AGREEMENT, made and entered into this Fourteenth Day of December, 2022;

BETWEEN:

BOARD OF FIRE COMMISSIONERS, FIRE DISTRICT NO. 11-ISELIN, WOODBRIDGE TOWNSHIP,
a body corporate and politic of the State of New Jersey

maintaining its principal headquarters at 20 Auth Avenue, Iselin, in the Township of Woodbridge, in the County of Middlesex, and State of New Jersey; party of the first part, hereinafter referred to as "The Board",

AND:

ISELIN CHEMICAL HOOK & LADDER VOLUNTEER FIRE CO., INC.,
a non-profit corporation of New Jersey,

maintaining its headquarters at 20 Auth Avenue, Iselin, in the Township of Woodbridge, in the County of Middlesex, and State of New Jersey, party of the second part, hereinafter referred to as "The Company",

WITNESSETH:

In consideration of the mutual covenants and promises herein contained and
undertaken;

IT IS AGREED and REPRESENTED by and between the parties hereto as follows:

ARTICLE I

1. This Indenture of Agreement shall be known as the Fire District No. 11-Iselin Mutual Service Agreement.
2. The parties hereto are the Board of Fire Commissioners, Fire District No.11- Iselin and the Iselin Chemical Hook & Ladder Volunteer Fire Co., Inc., bodies corporate of the State of New Jersey.
3. This Indenture of Agreement is authorized by N.J.S.A. 40A:11-10 et seq., N.J.S.A. 40A:14-7 et seq., and N.J.S.A. 40A:14—70.1(b), to take effect on January 1, 2023, subject to and in accordance with the terms and provisions of paragraph four (4) hereinafter set forth and shall expire December 31, 2023.
4. This Indenture of Agreement shall not become effective until authorized by resolutions adopted by a majority vote of the Board and the members of The Company, both of the parties hereto, at a regular or special meeting of The Board and The Company, held in accordance with the constitution and by-laws of the respected parties hereto, and in accordance with all applicable laws of the State of New Jersey in such cases made and provided.

ARTICLE II

5. The Board hereby agrees to exclusively retain, engage, employ, hire, and utilize the services of The Company for the purpose of providing protection against loss of life and property by fire, including but not limited to, fire prevention, fire suppression, fire education and training, and miscellaneous services of every nature, kind and description and all related activities thereto, both direct and indirect, within the geographical boundaries of Fire District No. 11-Iselin for and during the term of this Indenture of Agreement.
6. The Company hereby agrees to provide, furnish, supply, and deliver the services of The Company for the purpose of providing protection against loss of life and property by fire, including but not limited to fire prevention, fire suppression, fire instruction, education, and training, and miscellaneous services of every nature, kind, and description and all related activities thereto, both direct and indirect, within the geographical boundaries of Fire District No. 11-Iselin for and during the term of this Indenture of Agreement.
7. The Board agrees to pay the sum of Four Hundred Eighty Seven Thousand Three Hundred Fifty Dollars (\$487,350.00) to The Company for the services hereinbefore set forth in paragraphs five (5) and six (6) of this Indenture of Agreement during the existence thereof and The Company agrees to provide the said services for said sum.
8. The Board further agrees to purchase, furnish, and supply, at its own cost and expense, the facilities to house fire engines, fire trucks, ladder trucks, support vehicles, rescue trucks, pumpers, and other Fire District vehicles, together with all of the equipment and supplies, of every nature, kind, and description, including but not limited to, fire engines, fire trucks, ladder trucks, pumpers, chief's car, rescue trucks, radio equipment, walkie-talkies, pagers, alarm systems, generators, breathing equipment, fire-fighting protective clothing, computers and all necessary and related software, hoses, tools, and all and any other equipment, related, directly or indirectly, to the activities of The Company in carrying out the intent and purpose of this Indenture of Agreement, subject only to: (1) the approval by a majority vote of The Board, subsequent to a request for such equipment from The Company, (2) the approval of the budget by the legal votes of Fire District No. 11-Iselin, and (3) the contract, budget, and bidding laws of the State of New Jersey.

ARTICLE III

9. The parties hereto, acting jointly as to all matters included within the purview of this Indenture of Agreement, shall operate as a single entity and shall be referred to as the Board of Fire Commissioners, Fire District No. 11-Iselin.
10. The parties hereto may adopt or amend constitutions and by-laws, from time to time, to govern the operation of The Board and The Company to implement and carry out the intent and purpose of this Indenture of Agreement. A current and complete set of by-laws shall be maintained by the Clerk of The Board and the Secretary of The Company.

11. Any and all approvals or authorizations that may be necessary or required to implement and carry out the intent and purpose of this Indenture of Agreement shall become effective upon a majority vote of The Board and The Company voting separately in accordance with each of the party's constitution and by-laws and subject to the provisions of the laws of the State of New Jersey in such cases made and provided, and, subject to said vote, the officers of The Board and The Company be and they are hereby authorized and empowered to execute and deliver any and all documents that may be required or that are necessary to implement and carry out the intent and purpose of this Indenture of Agreement.
12. Meetings of The Board and The Company shall be held monthly on a date to be set forth in the by-laws and in accordance with the Open Public Meetings Act, and all notices promulgated pursuant thereto, provided however, that any meeting may be canceled for lack of a quorum, or by concurrent resolutions adopted by both of the parties hereto, by a majority vote of the Board and Company. Special meetings may be called either by the same method or by the joint call of the President of The Board and the President of The Company.
13. A quorum at any meeting shall consist of three (3) members of The Board and The Company. A majority of those present and voting shall constitute majority approval of The Board and The Company.
14. The Board shall have the sole and exclusive authority to approve all volunteer firefighters, appoint all officers of The Company. and shall have exclusively all powers incidental thereto.
15. The Board shall have the sole and exclusive authority to establish and operate the Bureau of Fire Prevention, the Office of Fire Marshall, and to and to appoint all personnel thereto.
16. The Board shall have 'such additional exclusive power and authority as is necessary to supervise, direct, operate, maintain, and control all fire district activities and services in Fire District No. 11-Iselin, including but not limited to the ownership and leasing of real property, operation of the fire training activities, ownership and maintenance of all fire apparatus and equipment, leasing of space for activities under the Board's supervision, and purchase and sale of all personal property. Generally, The Board exclusively shall have all of the powers and authority as are granted and conferred upon it by N.J.S.A. 40A: 14-1, et seq., and all amendments and supplements thereto.
17. In the event any provision of this Indenture of Agreement shall be in conflict with any of the applicable laws of the State of New Jersey appertaining thereto, the said provision shall be null and void and of no force and effect, and all provisions not affected by such conflict shall remain in full force and effect. laws of the respective parties hereto, and in accordance with all applicable laws of the State of New Jersey in such cases made and provided.
18. Unless otherwise provided by statute or in the by-laws, The Board and The Company shall act only by resolution duly adopted as hereinbefore set forth.

19. The Board's checking bank account shall be used for the purpose of receiving and disbursing the funds hereinbefore provided for. All disbursements shall be made by check only and upon proper vouchers prepared, submitted, and approved in accordance with all applicable statutes and laws. All checks must be signed by two (2) Board members.
20. The Board and The Company are hereby authorized and empowered to retain an attorney, an accountant, and an auditor and such other professional staff as is reasonably required or necessary to carry out the intent and purpose of this Indenture of Agreement.
21. The specific powers and authorities set forth herein are included by way of specification and not in limitation thereof, and this Indenture of Agreement shall be so liberally construed.

IN WITNESS WHEREOF, The Board and The Company have caused their corporate seals to be hereto affixed and attested by their Secretary, and these presents to be signed by their President the day and year first above written.

BOARD OF FIRE COMMISSIONERS
FIRE DISTRICT NO. 11-ISELIN

ATTEST:

By: Thomas Karlin
Thomas Karlin, Secretary

By: Steven Freeman
Steven Freeman, President

ISELIN CHEMICAL HOOK & LADDER
VOLUNTEER FIRE COMPANY, INC.

ATTEST:

By: Steven Freeman
Steven Freeman, Secretary

By: Craig MacKenzie
Craig MacKenzie, President

2023 FIRE DISTRICT BUDGET RESOLUTION

Woodbridge Township FD No. 11

FISCAL YEAR: January 1, 2023 to December 31, 2023

WHEREAS, the Annual Budget for Woodbridge Township FD No. 11 (the 'Fire District') for the fiscal year beginning January 1, 2023 and ending December 31, 2023 has been presented before the Board of Commissioners of the Fire District at its open public meeting of December 14, 2022; and

WHEREAS, the budget as introduced is in compliance with the Property Tax Levy Cap Law (N.J.S.A. 40A:4-45.44 et seq.); and

WHEREAS, the Annual Budget as introduced reflects Total Revenues of \$1,774,512.00 which includes an amount to be raised by taxation of \$1,466,327.00 and Total Appropriations of \$1,774,512.00; and

WHEREAS, the amount to be raised by taxation to support the district budget shall be the amount to be certified to the assessor of the municipality to be assessed against the taxable property in the district, pursuant to N.J.S.A. 40A:14-79. Such amount shall be equal to the amount of the total appropriations set forth in the budget minus the total amount surplus and miscellaneous revenues set forth in the budget; and

WHEREAS, in calculating the amount to be raised by taxation, the Fire District has taken into account the assessed valuation of taxable property in the Fire District;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of the Fire District, at an open public meeting held on January 11, 2023 that the Annual Budget, including all related schedules, of the Fire District for the fiscal year beginning January 1, 2023 and ending December 31, 2023 is hereby approved; and

BE IT FURTHER RESOLVED, that the anticipated revenues as reflected in the Annual Budget are of sufficient amount to meet all proposed expenditures/expenses and all covenants, terms and provisions as stipulated in the Fire District's outstanding debt obligations, capital lease arrangements, service contracts, and other pledged agreements; and

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Fire District will consider the Annual Budget for adoption on January 11, 2023.


(Secretary's Signature)

12/14/2022
(Date)

Board of Commissioners Recorded Vote

Member	Aye	Nay	Abstain	Absent
Steven Freeman	X			
Roy Sandklev	X			
Ron Lisoski	X			
Scott Smith	X			
Thomas Karlin	X			

RESOLUTION FOR INTENT TO AWARD A CONTRACT UNDER THE EDUCATIONAL SERVICES
COMMISSION OF NEW JERSEY CO-OP AGREEMENT

A RESOLUTION AUTHORIZING THE *Woodbridge Township Fire District No.11*
TO ENTER INTO A CONTRACT UNDER THE EDUCATIONAL SERVICES COMMISSION OF NEW
JERSEY CO-OP PURCHASING PROGRAM
RESOLUTION NUMBER 12-22-03

The Commissioners of Fire District No.11 in the Township of Woodbridge, County of Middlesex (the "Fire District") intends to participate in the Educational Services Commission of New Jersey Co-Op Purchasing Program for the installation of an Emergency Generator.

Information regarding the contract may be found at the Iselin Fire District No.11 Firehouse, 20 Auth Ave, Iselin, NJ 08830 during regular business hours.

The Fire District authorized membership in the Educational Services Commission of New Jersey Co-Op Purchasing Program in a resolution previously adopted by the Fire District. A contract was signed between the Fire District and the Educational Services Commission of New Jersey Co-Op Purchasing Program. It is the intent of the Fire District to have Foley Power Systems install an Emergency Generator at House 2.

The Contract price for the generator installation from Foley Power Systems was established by NJ State approved cooperative Bid #ESCNJ21/22-11.

The Fire District is permitted to join the cooperative purchasing program and enter into an agreement under the authority of N.J.S.A. 52:34-6.2(b)(3).

IT IS HEREBY CERTIFIED THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON December 14, 2022

 , Secretary

Date: December 14, 2022

COMMISSIONERS	AYE	NAY	ABSTAIN	ABSENT
STEVEN FREEMAN	X			
ROY SANDKLEV	X			
RONALD LISOSKI	X			
THOMAS KARLIN	X			
SCOTT SMITH	X			